

Big Brothers Big Sisters of Hampshire County

Bangs Center Amherst, MA 01002

Phone: (413) 253-2591 Email: bbbshc@chd.org

Select Board
Amherst Town Hall
Boltwood Avenue
Amherst, MA 01002

May 19, 2009

Dear Select Board:

Big Brothers Big Sisters of Hampshire County is looking forward to our 29th annual Amherst Crafts on the Common Fair, to be held on Saturday, July 11th. I am writing to request the use of the Boltwood Parking Lot (across from Town Hall) from 6:30 to 8:30 am on that Saturday, July 11th. The Craft Fair registration time, when all the artisans are arriving for the event, can be a bit hectic. In the past, we have employed the use of the Boltwood Parking Lot, and this arrangement contributed to greater efficiency and greatly enhanced the flow of traffic through town. All reports regarding the use of this lot were positive.

The Boltwood Lot would be used for Artisans to park temporarily as they register for the fair. Each would then move their vehicle to unload along side the common and then move to the Alumni Lot which has been reserved for the day. Any artisans who have not moved their vehicles from the Boltwood Lot by 8:30 am would be responsible for either moving their vehicle or following the regular parking rules for the Boltwood Lot. As a part of our craft fair set up arrangements, we are fortunate to have the assistance of the Parking Enforcement Officers. Much like last year, I feel certain that they will assist in making our use of the Boltwood Lot smooth and unobtrusive.

Thank you VERY much for your consideration of this request. Your assistance is greatly appreciated. Please feel free to contact me for any further information.

Sincerely,
Emily Ferron
Craft Fair Co-coordinator
Administrative Manager

Seaman, Katherine

From: Scherpa, Charles
Sent: Wednesday, May 20, 2009 7:53 AM
To: Seaman, Katherine
Cc: Mooring, Guilford
Subject: RE: Big Brothers Big Sisters Craft Fair

OK

From: Seaman, Katherine
Sent: Tuesday, May 19, 2009 12:54 PM
To: Scherpa, Charles; Hoyle, Keith; Mooring, Guilford
Subject: Big Brothers Big Sisters Craft Fair

Good afternoon,

Attached is a request from Big Brothers Big Sisters for their annual craft fair. Please issue your recommendation to me as soon as possible.

Thank you,
~Kate

Kate Seaman
Administrative Assistant
Town Manager/Select Board Office
Town of Amherst
4 Boltwood Avenue
Amherst, MA 01002
Phone: 413-259-3001/413-259-3002
Fax: 413-259-2405

5/28/2009

Seaman, Katherine

From: Hoyle, Keith
Sent: Tuesday, May 19, 2009 2:39 PM
To: Seaman, Katherine
Subject: RE: Big Brothers Big Sisters Craft Fair

Fire Department approves

From: Seaman, Katherine
Sent: Tuesday, May 19, 2009 12:54 PM
To: Scherpa, Charles; Hoyle, Keith; Mooring, Guilford
Subject: Big Brothers Big Sisters Craft Fair

Good afternoon,

Attached is a request from Big Brothers Big Sisters for their annual craft fair. Please issue your recommendation to me as soon as possible.

Thank you,
~Kate

Kate Seaman
Administrative Assistant
Town Manager/Select Board Office
Town of Amherst
4 Boltwood Avenue
Amherst, MA 01002
Phone: 413-259-3001/413-259-3002
Fax: 413-259-2405

5/28/2009

Seaman, Katherine

From: Mooring, Guilford
Sent: Tuesday, May 19, 2009 1:45 PM
To: Seaman, Katherine
Subject: RE: Big Brothers Big Sisters Craft Fair

The DPW recommends approval.

Guilford

-----Original Message-----

From: Seaman, Katherine
Sent: Tuesday, May 19, 2009 12:54 PM
To: Scherpa, Charles; Hoyle, Keith; Mooring, Guilford
Subject: Big Brothers Big Sisters Craft Fair

Good afternoon,

Attached is a request from Big Brothers Big Sisters for their annual craft fair. Please issue your recommendation to me as soon as possible.

Thank you,
~Kate

Kate Seaman
Administrative Assistant
Town Manager/Select Board Office
Town of Amherst
4 Boltwood Avenue
Amherst, MA 01002
Phone: 413-259-3001/413-259-3002
Fax: 413-259-2405

5/28/2009